



# UServeUtah

Utah Commission on Service & Volunteerism

## **Supplemental E-Resources for New Program Directors**

In addition to the training series that UServeUtah hosts for new program staff, we provide these resources to our new Program Directors with the hope that it will help you become more familiar with AmeriCorps requirements and improve compliance with all applicable regulations and requirements.

Please use this as a roadmap to guide your online learning as you begin your new role. Note that it is *not* required to submit this to UServeUtah upon completion. Always feel free to reach out to our staff with any questions or concerns that emerge from these training modules, or from your work on the AmeriCorps grant. We are happy to develop additional, targeted training by program request.

<b>Before Your Program Start Date</b>		
<b>Training</b>	<b>Certificate Required?</b>	<b>Date Completed</b>
CNCS: <a href="#">National Service Criminal History Checks eCourse</a>	Yes	
eGrants: <a href="#">My AmeriCorps Overview, Create and Manage an eGrants Account</a>	No	
Read through <a href="#">Program Director Manual</a> and <a href="#">NSCHC's Enrollment, and Exit Requirements</a>	No	
ASC: <a href="#">Understanding the Landscape, AmeriCorps 101</a>		
<b>0 - 30 Days</b>		
eGrants: <a href="#">User Roles and Managements (Parts I and II), Program Management, Member Recruitment, Member Enrollment</a>	No	
CNCS: <a href="#">New AmeriCorps Program Staff Orientation, AmeriCorps Member Recruitment</a>	No	
Read through IPT Manual for Program Directors	No	
ASC: <a href="#">Key Rules and Regulations, Program Management</a>	No	
<b>1 - 3 Months</b>		
eGrants: <a href="#">Member Management</a>	No	
CNCS: <a href="#">AmeriCorps Member and Site Monitoring Requirements, AmeriCorps Retention and Training</a>	No	
ASC: <a href="#">Program Management, Financial Management</a>	No	
<b>6 Months - 1 Year</b>		
eGrants: <a href="#">Reporting as an Information Tool</a>	No	
CNCS: Reasonable Accommodations: <a href="#">Tips for Running an Inclusive National Service Program, Building Effective Data Collection Plans</a>	No	
ASC: <a href="#">Member Management, Member File Management</a>	No	



